

Finance and Labor Relations Committee

Regular Meeting

Thursday, December 3, 2020 at 6:00 p.m.

Due to the COVID 19 orders of social distancing this meeting was held virtually at: <https://meet.google.com/gfx-fbyu-rvb> and by phone at (US) +1 682-235-8180 PIN: 947 446 111#

MINUTES

- 1) **Call to order.** Cole called the meeting to order at 6:00 pm.
- 2) **Roll Call:** Members present: Alderpersons Rick Cole, Joy Morrison and Dianne Duggan. Others present: Mayor William Hurtley, City Clerk Darnisha Haley, Municipal Services Superintendent Chad Renly, Judy Walton, Leah Hurtley, Jason Sergeant and Treasurer/Utility Accountant Julie Roberts.
- 3) **Approval of Agenda.** Morrison made a motion, seconded by Duggan to approve the agenda as presented. Motion approved 3-0.
- 4) **Minutes.** Morrison made a motion, seconded by Duggan to waive the reading of the minutes of the November 5, 2020 meeting and to approve them as presented. Motion approved 3-0.
- 5) **Citizen appearances.** None.
- 6) **Bills.** Morrison made a motion, seconded by Duggan to accept the October 2020 City bills as presented in the amount of \$1,038,469.66. Motion carried on roll call.
- 7) **Bills.** Morrison made a motion, seconded by Duggan to accept the November 2020 City bills as presented in the amount of \$813,080.79. Motion carried 3-0 on roll call vote.
- 8) **New Business:**
 - a) **Discussion regarding an exception to the Employee Handbook on vacation time for employees.** Mayor stated he would like to let employees roll over half and pay out for the other half. Council President Brooks is in agreement with this. It needed to be brought to committee as it goes against the employee handbook. Roberts requested that the payout would be split between 2020 and 2021 for budget purposes. Committee is in agreement. Finance and Labor recommends that this item move to Common Council for a motion.
 - b) **Motion to recommend to the Common Council approval of employment contract with Julie Roberts.** Morrison made a motion, seconded by Duggan recommend to Common Council the approval of an employment contract with Julie Roberts. Motion carried 3-0.
 - c) **Motion to recommend to the Common Council approval of employment contract with Darnisha Haley.** Cole made a motion, seconded by Duggan to recommend to Common Council the approval of an employment contract with Darnisha Haley. Motion carried 3-0

- 9) **City Administrator/Finance Director Report.** Roberts would like to look into local investment in shorter term CD's. Committee is agreeable to this.

- 10) **Unfinished business:** Morrison brought up COLA increases for 2021. She has concerns regarding whether Renly's pay scale is in line. Renly is ok waiting for the wage study. Renly was hoping he would have an opportunity to talk to Baker Tilly regarding his position. The Mayor has signed the agreements for the Administrator search and the Wage Study with Baker Tilly.

- 11) **Meeting Discussion:** The next regular meeting will be held virtually January 7, 2021 at 6:00 p.m.

- 12) **Adjourn:** Moved by Morrison, seconded by Duggan to adjourn at 6:45p.m. Motion passed 3-0.

Respectfully Submitted
Julie Roberts – Treasurer/Utility Accountant